

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

Please see the attached Description of Intended Single Source Purchase between the Early Learning Coalition of Broward County, Inc., and the Children’s Forum, Inc.

AGENCY: Early Learning Coalition of Broward County, Inc. (“Coalition”)

TITLE: Children’s Forum, Inc.

Short description of the commodity or service desired: Administering the WAGE\$ Program

CONTACT

Name: Doreen Moskowitz
Address: 6301 NW 5th Way, Suite 3400
Fort Lauderdale, FL 33309
Telephone: 954-377-2188
Email: dmoskowitz@elcbroward.org

Single Source Contract Number (if applicable): Contract Services Agreement for the WAGE\$ Program
Internal tracking number, if any: N/A

Date posted: 4/11/18

Last day for receipt of information: 4/23/18

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with sections 120.57(3) and 287.057(3), Florida Statutes and will remain posted for a period of at least 7 business days.

Commodity or Contractual Service Required (commodity or United National Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):

Administration of the WAGE\$ program, to include verifying eligibility and issuing subsidies. The program will reduce teacher turnover and support the educational advancement of early learning practitioners. A copy of the WAGE\$ fact sheet is included as a part of this procurement document.

Prospective vendors may provide information regarding their ability to supply the commodities or services described herein to the contact person listed in this notice for determination and consideration by the ELC.

Quantity or Term (as appropriate):
One (1) year

Requestor (division, bureau, office, individual, as appropriate): Early Learning Coalition of Broward County, Inc.

Performance and/or Design Requirements (e.g., intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):
N/A

Intended Single Source:
The Children's Forum, Inc.

Estimated Dollar Amount:

\$448,587 per fiscal year contingent upon an annual appropriation by the Florida Legislature and availability of any and all funds

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

The intended vendor possesses the expertise, education, certifications, training, licenses, infrastructure and/or experience to further the mission and goals set by the Coalition. A copy of the WAGE\$ fact sheet is included as a part of this procurement document.



WANT TO MAKE A SIGNIFICANT DIFFERENCE FOR YOUNG CHILDREN IN YOUR COMMUNITY?

INVESTING IN THE EARLY CARE AND EDUCATION WORKFORCE IS THE FIRST STEP!

Research suggests that teachers are the most important determinant of quality in early childhood settings, yet poor compensation and lack of benefits are often barriers to recruiting and retaining a highly-qualified workforce. Turnover of staff has negative effects on program quality and on the social-emotional development of young children. A stable, well-trained, and fairly-compensated workforce is essential to provide the level of quality young children need for success in school and in life.

The Child Care WAGE\$® FLORIDA Project is a successful program that retains the early childhood workforce and incentivizes their ongoing education to ensure quality early learning experiences for young children. Operated and licensed through the Children's Forum, WAGE\$ is a nationally-recognized program that rewards early care and education and afterschool recipients with salary supplements based on their education and continuity of employment. In tandem with the T.E.A.C.H. Early Childhood® Scholarship Program, WAGE\$ recipients receive training, technical assistance, quality assurance, and support. To ensure quality, integrity, and fidelity, WAGE\$ programs are monitored regularly through ongoing programmatic and database review. In addition, the National Technical Assistance and Quality Assurance Center requires programs to engage in self-studies.

What Does the Children's Forum Provide as the WAGE\$ Licensee?

Administration of the Program for the Fiscal Year

- Receive and evaluate applications which includes reviewing pay stubs to ensure salary is within allowable limits for supplements, evaluating education documents, college transcripts, and college accreditation
- Enter recipient information in WAGE\$ database
- Correspondence with program participants and employers
- Verify practitioner employment, work hours, and education prior to issuing salary supplement checks to qualified recipients
- Prepare bills and invoices for funders
- Maintain all files and records for monitoring and audit purposes
- Manage a waitlist if necessary
- Issue IRS-1099 forms at the end of the year to recipients as mandated by current tax law
- Provide quarterly and end-of-year reports which include the number of WAGE\$ recipients, remaining balance of funds, and documentation of outcomes
- Training and technical assistance as needed

Marketing and Application Materials

- Provide general program brochures, fact sheets, and provider application materials in quantities sufficient for the total number of qualified early childhood teachers in the county; local early learning coalitions or other funders may request customized marketing materials
- Work with programs to target specific markets for the program
- Develop a branded WAGE\$ page on the Children's Forum website that includes detailed eligibility information, downloadable applications, and brochures

Career Counseling and Support to Participants

- Participants are assigned a career development counselor who assists them in reaching their professional development goals

- Coursework oversight and ongoing support to WAGE\$ participants are provided

Evaluation Data and Results

- Annual evaluations are sent to each participant and their centers to identify the program's effectiveness as well as satisfaction of services.
- Evaluation data is provided to the funder for quality assurance purposes

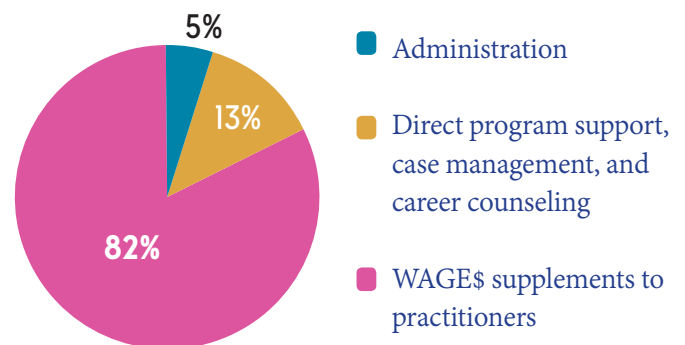
How Effective is the Child Care WAGE\$® FLORIDA Project?

Data show that WAGE\$ recipients increase their education levels and are more likely to remain with their employer. Turnover among participants is less than 10% annually compared to the national average of 30% - 40%. Feedback from recipients confirms their commitment to continue their education and remain in the field of early childhood.

WAGE\$ is a Wise Investment!

To ensure that WAGE\$ dollars are well spent, the Children's Forum maintains careful adherence to evidence-based procedures, practices, and guidelines which are central to the program's success.

Average Program Percentage Costs for Local Funders



For more information on the
Child Care WAGE\$® FLORIDA Project, contact:

Child Care WAGE\$® FLORIDA Director
Children's Forum, Inc.
2807 Remington Green Circle
Tallahassee, FL 32308

Child Care
WAGE\$[®]
FLORIDA Project

www.wages-fl.com
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 Children's
FORUM
...because kids can't wait